

FISCAL MANAGEMENT NEWS\$

September 1999

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OMB's Contingency Planning for Y2K

OMB has completed its draft contingency plan and will have the final document completed by November 1, 1999. We are in the process of developing our test plan for the Payroll System and the Statewide Accounting System.

We are currently scheduled to test both systems on ITD's LPAR System the first part of October, 1999. The LPAR System is where ITD can change the system date to 12/31/99, 1/1/2000, 2/29/2000, etc. OMB then will run our systems against those dates to determine if they properly process our test data. OMB will keep everyone updated when we finalize our Y2K contingency plan and systems testing.

We Have a New Employee

Melanni Hoff started at OMB on August 18 as the State Payroll Coordinator. She took over the position previously held by Sheryl Fines. Melanni has extensive knowledge concerning payroll, accounting, and CAFR closing packages from her work experience with the Department of Public Instruction, so she will be a big asset and help to us this fall.

Welcome aboard Melanni !!!

Hat's Off to OMB Fiscal Management Staff!

For the 8th year in a row, the Fiscal Management Division of OMB has been awarded the Certificate of Achievement for Excellence in Financial Reporting for the FY98 CAFR (Comprehensive Annual Financial Report) of the State.



This prestigious award is presented by the Government Finance Officers Association of the United States and Canada. You can view our award-winning report at the following website:

<http://www.state.nd.us/fiscal/cafr.html>

What is the Status of *North Dakota Delivers*?

Those of you following North Dakota's performance measures pilot project know that the 1999 Legislative Assembly directed OMB to discontinue program-based performance budgeting when preparing the 2001-03 biennium budget documents and accompanying appropriation bills. According to SB 2015, budget documents are to be based on the standard line items and are not to contain agency performance measures.

While pilot project agencies with program budgets are to be returned back to traditional line item budgets, those agencies that the Legislature converted to program budgets would remain program budgets. In addition, this legislation does not preclude OMB or any other agency from developing and using performance measures.

OMB is in the process of determining how to proceed in light of the fact that performance measurement is here to stay. Not only is the federal government requiring accumulation of reliable performance data, but agencies are finding a need to accumulate such data to use in better managing their programs. For these reasons many agencies are moving ahead with performance measurement, to some extent, regardless of their involvement in the pilot project. And some of the pilot agencies will continue the use of performance data regardless of the legislative directive.

Considering what we have learned so far, we will be evaluating the following:

- *Is centralized, statewide planning necessary? And if so, how do we involve all appropriate parties?*
- *What should OMB's role be? How much support do we offer?*
- *How much standardization should there be?*
- *Who should data be reported to?*
- *What systems should be used to report data?*
- *How can we simplify the process?*

Your input may be solicited in the near future to assist us in answering these questions and proceeding with this effort.

Statewide Program Directory

Related to the performance measures project, the Office of Management and Budget will soon begin an effort to compile a directory of state programs, similar to that presented by the State of Arizona at our 1996 *North Dakota Delivers* training conference. The directory will include a description, objective, and goals for each agency program/subprogram, along with key performance measures, where available. It will be distributed as a reference document to the Legislature at the start of the 2001 session and will be available to other interested parties as well. Procedures for compiling the statewide program directory are currently being developed.

If you call the OMB Payroll Office

Our busiest times are the first week-and-a-half and last week of every month. If you place a call to us during these high volume periods, please be patient. Our staff is eager to assist you.

SIBR Update

During the next couple months we will be migrating to a newer version of Powerbuilder, which is the software used to create the Statewide Integrated Budget and Reporting (SIBR) System. This move is being forced by the makers of Powerbuilder as they will no longer support the version we are currently using. We feel it is important to work with a version which is supported by the company, especially with the upcoming year 2000 issues.

What this move means to your agency is the SIBR application may only be installed on a machine which processes information at the 32 bit level. The newer Powerbuilder will not allow us to generate an application which will run in 16 bit mode. In general terms, a pentium processor and Windows 95 or NT is a minimum configuration required. (You may be able to run the system on a machine with a 486 processor with a minimum of 32 MB RAM, but performance may suffer.)

Once the migration is complete all users will need to install the new SIBR version as they have in the past. Remember, the files may now be accessed on our website at www.state.nd.us/fiscal/. This upgrade will not change the way SIBR looks and feels. It will, however, enhance the performance.

Another major change which we will strive to implement is the ability to use "Rich Text" for narrative. By using this option the narrative input screens will look more like other word processors used in today's business. We hope users will find benefit in this improved feature.

If you have any questions or comments concerning this newsletter, please call 701-328-4904.



Sheila Peterson Elected President of NASBO

Sheila Peterson, Director of the Fiscal Management Division of OMB, was recently elected as president of the National Association of State Budget Officers (NASBO).

The NASBO organization is comprised of budget offices in the 50 states and 4 U.S. territories. The office is headquartered in Washington, D.C. NASBO is affiliated with the National Governor's Association (NGA) and assists NGA in the development and implementation of its policy positions.

Sheila noted it is a real honor to serve as President of this prestigious and respected National organization. Sheila said "Given that North Dakota has the smallest budget office in the nation with only four full-time analysts, being elected to this position means that North Dakota has been, and will continue to weigh in on budget issues important to states."

Congratulations Sheila !

Reminders for Payroll Contacts

- Remind your agency employees of the Open Enrollment period for flex accounts coming up October 1 – November 15. This enrollment is for new flex accounts and changes in spending amounts. If you have questions regarding Open Enrollment, you may contact Kathy Allen at PERS.
- Please ask your employees to give you any address corrections or name changes on their W-2's by December. Our office would like to get these changes in early this year to save time for possible Y2K problems, and also just because we like them in early!

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